



KERALA STATE ELECTRICITY BOARD LIMITED

(Incorporated under the Companies Act, 1956)

Reg. Office: Vidyuthi Bhavanam, Pattom, Thiruvananthapuram - 695 004
Kerala.

CIN: U40100KL2011SGC027424

Website: www.kseb.in

Phone: +91 471 2514456, 2514575, 2514504
Fax: 0471 2554039 E-mail: secretary@kseb.in

Abstract

Establishment – Promotion of Office Attendants to the post of Junior Assistant / Cashier without Suitability Test under 10% in-service quota – Rules for regulating further promotion – Proposal of the Chief Engineer (HRM) – Approved - Orders issued.

Corporate Office (Administration)

B.O. (FTD) No. 49/2023 (Estt.II/6510/2018) Dated, Thiruvananthapuram 03.02.2023

- Read: 1. B.O. (DB) No. 132/2021 (Estt.II/6510/2018) dated 15.02.2021.
2. B.O. (FTD) No. 740/2022 (Estt.II/6510/2018) dated 31.08.2022.
3. Note No. EB3 (b)/Cashiers (10%)/SA/Promotion/2022 dated 16.11.2022 of the Chief Engineer (HRM)
4. Note No. EB3 (b)/Cashier to SA/Promotion/2022 dated 26.12.2022 of the Chief Engineer (HRM)
5. Note No. Estt.II/6510/2018 dated 19.01.2023 of the Secretary (Administration) submitted to the Full Time Directors (Agenda 33/01/23).

ORDER

The 20% in-service quota for appointment to the post of Junior Assistant/ Cashier was revised as per B.O. read as 1st above and accordingly, the Chief Engineer (HRM) appointed 76 senior most Office Attendants to the cadre of JA/Cashier without Suitability Test under 10% in-service quota as per Proceedings No. EB3/OA-10%/Promotion/2021 dated 15.02.2021, with the condition that their further promotions will be based on the policies /rules/regulations framed and adopted by KSEBL from time to time.

Most of the above 76 candidates promoted as Cashiers have crossed the age of 45 years and are eligible for promotion as Senior Assistant since JA/Cashiers who have either crossed 45 years of age or completed 20 years of service are exempted from passing the mandatory Departmental Test conducted by the KPSC for promotion. Since Senior Assistant is a post requiring proficiency, the Chief Engineer (HRM) suggested some guidelines for their further promotion and as per B.O. read as 2nd above, the Chief Engineer (HRM) was authorized to frame appropriate rules/guidelines in this matter after discussion with the recognized trade union of KSEB Ltd.

The Chief Engineer (HRM) submitted Note read as 4th above, requesting for consideration of the proposal citing that acute shortage of Senior Assistants demands immediate promotion to that cadre.

As ordered by the Chairman and Managing Director, the matter was placed before the Full Time Directors as per note read as 5th above.

Having examined the matter in detail, the Full Time Directors in its meeting held on 25.01.2023 resolved that promotion to the category of Senior Assistants of those Cashiers promoted from the post of Office Attendant without Suitability Test under 10% in-service quota, considering the acute shortage of Senior Assistants, shall be given as per the following proposals of the Chief Engineer (HRM).

- i. For considering the promotion to the post of Senior Assistant, the Cashiers who were appointed from the cadre of Office Attendant under 10% in-service quota who were exempted from Suitability Test must have to complete one year of regular service in the cadre of Cashier.
- ii. On getting promotion, they should successfully complete three months orientation training programme including on-the-job training and classroom training conducted by KSEBL within the probation period for equipping them to do the various duties and functions of Senior Assistant.
- iii. The successful completion of three months orientation training programme is a pre-requisite for the completion of probation period in the category of Senior Assistant.

Further resolved that the posting shall be done considering the work efficiency and output of the employee and that such promoted Senior Assistants shall be engaged for cash collection at required places.

Further resolved that in future such issues of all categories of employees (from Office Attendant to Chief Engineer) shall be done in consonance with the Special Rules / Restructuring proposal of KSEB Ltd.

Orders are issued accordingly.

By Order of the Full Time Directors,

Sd/-
Lekha G
Company Secretary

To,
The Chief Engineer (HRM).